

Minutes
Mead Public Library Board
Human Resources Committee
Thursday, February 9, 2012

Present: Marilyn Montemayor (presiding), Henry Nelson, Maeve Quinn, Marge Segalle, Martha Wortche, Dirk Zylman. Also attending: Dolcye Johnson. Staff attending: Sharon Winkle, Mark Zehfus.

1. Call to Order at 9:15 AM - Marilyn Montemayor, Chair
2. Determination of Quorum - Yes
3. Approve Human Resources Committee minutes of October 13, 2011: Ms. Quinn moved and Mr. Zylman seconded approval. **Motion carried.**
4. Review categories of employment at Mead Public Library: Ms. Winkle reviewed the three categories of employment – career full time, career series part time and temporary – along with associated compensation and benefit policies.
5. Review and possible action on implementation of merit bonus program previously approved by the Library Board: Mr. Nelson moved and Ms. Quinn seconded that for 2012 the merit bonus program be implemented via approval of a 1% merit bonus effective January and an additional 1% merit bonus effective July coupled with development of employee goals for use in the 2013 performance appraisal cycle, which reflects the 2012 City of Sheboygan merit bonus plan. **Motion carried.**
6. Motion to convene in closed session for the purposes of employee evaluation of the Library Director as set forth in Section 19.85 (1)(c) of the Wisconsin Revised Statutes: Moved by Ms. Montemayor and seconded by Mr. Zylman. **Motion carried on a unanimous vote.**
7. Closed session: Mr. Zehfus left the meeting at this time. Ms. Winkle remained in order to share her self-evaluation with the Committee and then left the room.
8. Reconvene in open session at 11:46 AM: Moved by Mrs. Segalle and seconded by Mr. Nelson. **Motion carried by a unanimous roll call voice vote.**
9. Possible action on the employee evaluation of the Library Director: None.
10. Next meeting: February 10 at 9:15 AM
11. Adjourn: Ms. Montemayor declared the meeting adjourned at 11:47.